

May 18, 2005

MINUTES
ILLINOIS CIVIL SERVICE COMMISSION
May 18, 2005

I. OPENING OF MEETING AT 10:35 A.M. AT 425½ SOUTH FOURTH STREET,
SPRINGFIELD, ILLINOIS

II. PRESENT

Chris Kolker, Chairman; George E. Richards, Raymond W. Ewell, and Betty Bukraba, Commissioners; Daniel Stralka and Andrew Barris of the Commission staff; and Anne McElroy and Mark Magill of Central Management Services. Commissioner Barbara J. Peterson joined the meeting in progress at approximately 10:50 a.m.

III. APPROVAL OF MINUTES OF REGULAR MEETING HELD APRIL 21, 2005

IT WAS MOVED BY CHAIRMAN KOLKER, SECONDED BY COMMISSIONER BUKRABA AND THE MOTION UNANIMOUSLY ADOPTED 4-0 TO APPROVE THE MINUTES OF THE REGULAR MEETING HELD APRIL 21, 2005. (COMMISSIONER PETERSON WAS NOT YET PRESENT.)

IV. EXEMPTIONS UNDER SECTION 4d(3) OF THE PERSONNEL CODE

A. Report on Exempt Positions

| <u>Agency</u> | <u>Total Employees</u> | <u>Number of Exempt Positions</u> |
|--|------------------------|-----------------------------------|
| Aging | 158 | 6 |
| Agriculture | 489 | 17 |
| Arts Council..... | 22 | 1 |
| Banks & Real Estate | 1 | 0 |
| Capitol Development Board | 17 | 0 |
| Central Management Services | 1605 | 119 |
| Children and Family Services..... | 3413 | 40 |
| Civil Service Commission | 4 | 0 |
| Commerce & Econ. Opportunity | 459 | 59 |
| Commerce Commission..... | 44 | 0 |
| Corrections..... | 14,283 | 116 |
| Criminal Justice Authority..... | 79 | 5 |
| Deaf and Hard of Hearing Comm. | 7 | 1 |
| Developmental Disabilities Council | 10 | 1 |
| Emergency Management Agency | 111 | 2 |
| Employment Security..... | 1891 | 26 |
| Environmental Protect. Agency | 1097 | 16 |
| Fin. & Prof. Regulation..... | 795 | 37 |
| Guardianship and Advocacy | 109 | 6 |
| Historic Preservation Agency | 279 | 8 |
| Human Rights Commission | 11 | 2 |
| Human Rights Department | 138 | 7 |
| Human Services | 15,105 | 60 |
| Investment Board..... | 3 | 1 |
| Labor..... | 74 | 7 |
| Labor Relations Board Educational | 15 | 2 |
| Labor Relations Board Local | 1 | 0 |
| Labor Relations Board State | 19 | 2 |
| Law Enforce. Trng. & Standard Bd. | 23 | 1 |
| Medical District Comm..... | 2 | 0 |
| Military Affairs | 145 | 3 |
| Natural Resources | 1503 | 27 |
| Pollution Control Board..... | 26 | 3 |
| Prisoner Review Board | 23 | 0 |
| Property Tax Appeal Board | 23 | 2 |
| Public Aid | 2287 | 24 |
| Public Health..... | 1125 | 28 |
| Revenue | 2037 | 56 |
| State Fire Marshal | 135 | 7 |
| State Police | 1501 | 6 |
| State Police Merit Board..... | 5 | 1 |
| State Retirement Systems | 84 | 1 |
| Transportation..... | 2882 | 1 |
| Veterans Affairs..... | 1170 | 3 |
| Workers Compensation Comm..... | 171 | 9 |
| TOTALS | 53,381 | 713 |

IV. EXEMPTIONS UNDER SECTION 4d(3) OF THE PERSONNEL CODE (continued)

B. Governing Rule - Jurisdiction B Exemptions

- a) Before a position shall qualify for exemption from Jurisdiction B under Section 4d(3) of the Personnel Code, the position shall be directly responsible to:
 1. The Governor, or
 2. A departmental director or assistant director appointed by the Governor, or
 3. A board or commission appointed by the Governor, or
 4. The head of an agency created by Executive Order, or the director or assistant director of an agency carrying out statutory powers, whose offices are created by the Governor subject to legislative veto under Article V, Section 11, of the Constitution of 1970, which agency head, director, or assistant director may themselves be subject to exemption under Section 4d(3), or
 5. In an agency having a statutory assistant director, a deputy director exercising full line authority under the director for all operating entities of the agency, provided the statutory role of assistant director is vacant or is assigned clearly distinct and separate duties from the deputy director and as a colleague to him, or
 6. A line position organizationally located between the director and/or assistant director and a subordinate statutorily exempt position(s), provided the position proposed for exemption has line authority over the statutory exempt position(s), or
 7. The elected head of an independent agency in the executive, legislative, or judicial branch of government.
- b) If a position meets the above criterion, it must, in addition, be responsible for one or more of the following before it shall be approved as exempt:
 1. Directs programs defined by statute and/or departmental, board, or commission policy or possess significant authority when acting in the capacity of a director of programs to bind the agency.
 2. Makes decisions in exercising principal responsibility for the determination or execution of policy which fix objectives or state the principles to control action toward operating objectives of one or more divisions, such decisions being subject to review or reversal only by the director, assistant director, board or commission.
 3. Participates in the planning and programming of departmental, board, or commission activities, integrating the plans and projections of related divisions, and the scheduling of projected work programs of those agencies.
 4. Makes decisions in exercising principal responsibility for the determination or execution of policy which fix objectives or state the principles to control action toward operating objectives of one or more divisions, such decisions being subject to review or reversal only by the director, assistant director, board or commission.
 5. Participates in the planning and programming of departmental, board, or commission activities, integrating the plans and projections of related divisions, and the scheduling of projected work programs of those agencies.

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IV. EXEMPTIONS UNDER SECTION 4d(3) OF THE PERSONNEL CODE (continued)

- Regarding Item C, the staff had questions concerning the relationship between the proposed position and a similar request for exemption that was submitted by DCFS (40070-16-13-100-00-01) in April of 2004 and was denied by the Commission. Assistant Executive Director Barris spoke with representatives from DCFS and inquired about a connection between the two positions. Barris was informed that the proposed position was the principal policy maker regarding all DCFS contracts with charitable organizations that engage in work that benefits DCFS clients. After speaking with DCFS representatives and comparing the job descriptions of the proposed position with the previously denied 4d(3) request, it was determined that the proposed position was a principal policy maker and that the positions' policy-making responsibilities differed from both the previous request for exemption and other current 4d(3) positions within the department and, therefore, the staff recommended exemption.
- Executive Director Stralka addressed the Commission regarding Items D, E and K. The staff had questions about the reporting structure at DFPR after the consolidation. CMS did not recommend exemption for any of the positions. A continuing concern with the DFPR exemption requests is the ultimate organization of the consolidated agency. Even though the subject matter of these positions appears to meet the criteria for exemption, the uncertainty of the organizational structure precludes a staff recommendation for exemption. However, DFPR presented a compelling reason for exemption pending the resolution of the organizational issue. Therefore, the staff recommended granting the exemption request until October 31, 2005. DFPR represented this should allow sufficient time to address organizational issues.
- Regarding Item G, the staff had questions about the potential overlap between the proposed position and the 4d(3) exempt position (Tax Enforcement position) to which it reports. Barris spoke to representatives from DOR and was informed that the proposed position would be the principal policy maker regarding its efforts in cracking down on tax avoidance schemes, abuse of tax shelters, and cigarette smuggling. The position will also be a principal participant on a task force addressing the issue of violence and sex in video games, a recent new policy initiative. For these reasons, the staff recommended exemption.
- Regarding Item J, the staff had questions regarding the principal policy-making responsibilities of the proposed position and the potential for overlap with the position to which it reports. Due to the uniqueness of the position's responsibilities in representing the state before executives in the entertainment industry, the staff recommended exemption.

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IV. EXEMPTIONS UNDER SECTION 4d(3) OF THE PERSONNEL CODE (continued)

IT WAS MOVED BY COMMISSIONER RICHARDS, SECONDED BY COMMISSIONER BUKRABA AND THE MOTION UNANIMOUSLY ADOPTED TO CONTINUE OR GRANT THE REQUESTS FOR 4D(3) EXEMPTION FOR THE FOLLOWING POSITIONS.

C. Request for 4d(3) Exemption Continued by the Commission

The following 4d(3) request for exemption was continued at the May 18, 2005 meeting until the June 16, 2005 meeting:

| | |
|------------------|-------------------------------------|
| Agency: | Department of Revenue |
| Position Title: | Senior Public Service Administrator |
| Position Number: | 40070-25-00-100-50-01 |
| Division: | Equal Opportunity/Ethics Officer |
| Incumbent: | Vacant |
| Supervisor: | Director |
| Location: | Sangamon County |

D. Requests for 4d(3) Exemption Approved by the Commission

The following 4d(3) requests for exemption were approved at the May 18, 2005 meeting:

| | |
|------------------|--|
| Agency: | Department of Children and Family Services |
| Position Title: | Senior Public Service Administrator |
| Position Number: | 40070-16-00-700-00-01 |
| Division: | Director's Office |
| Incumbent: | Vacant |
| Supervisor: | Director |
| Location: | Cook County |

| | |
|------------------|---|
| Agency: | Department of Revenue |
| Position Title: | Senior Public Service Administrator |
| Position Number: | 40070-25-53-100-00-01 |
| Division: | Bureau of Criminal Investigations - Tax Enforcement |
| Incumbent: | Vacant |
| Supervisor: | Director |
| Location: | Sangamon County |

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IV. EXEMPTIONS UNDER SECTION 4d(3) OF THE PERSONNEL CODE (continued)

Agency: Department of Veterans' Assistance
Position Title: Senior Public Service Administrator
Position Number: 40070-34-00-000-01-01
Division: Director's Office
Incumbent: Vacant
Supervisor: Agency Director
Location: Sangamon

Agency: Department of Commerce & Economic Opportunity
Position Title: Public Service Administrator
Position Number: 37015-42-00-050-11-01
Division: Director's Office/Film Office
Incumbent: Vacant
Supervisor: Illinois Film Office Manager, 40070-42-00-050-00-01
Location: Cook County

E. Requests for 4d(3) Exemption Approved by the Commission Until October 31, 2005

The following 4d(3) requests for exemption were approved until October 31, 2005, at the May 18, 2005 meeting:

Agency: Department of Financial & Professional Regulation
Position Title: Senior Public Service Administrator
Position Number: 40070-13-10-305-00-01
Division: Chicago Commercial Bank Supervision Division
Incumbent: Richard Brunskill
Supervisor: Senior Public Service Administrator
Location: Cook County

Agency: Department of Financial and Professional Regulation
Position Title: Senior Public Service Administrator
Position Number: 40070-13-10-304-00-01
Division: Commercial Bank Supervision Division
Incumbent: Marc A. Edwards
Supervisor: SPSA (40070-13-10-300-00-01)
Location: Sangamon County

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IV. EXEMPTIONS UNDER SECTION 4d(3) OF THE PERSONNEL CODE (continued)

| | |
|------------------|---|
| Agency: | Department of Financial and Professional Regulation |
| Position Title: | Senior Public Service Administrator |
| Position Number: | 40070-13-10-306-00-01 |
| Division: | International Commercial Bank Supervision Division |
| Incumbent: | Craig S. Volk |
| Supervisor: | SPSA (40070-13-10-300-00-01) |
| Location: | Cook County |

V. MOTION TO GO INTO EXECUTIVE SESSION

IT WAS MOVED BY COMMISSIONER RICHARDS, SECONDED BY COMMISSIONER EWELL AND BY ROLL CALL VOTE THE MOTION UNANIMOUSLY ADOPTED TO HOLD AN EXECUTIVE SESSION TO CONSIDER APPEALS OF DISMISSAL FILED WITH THE COMMISSION PURSUANT TO SUBSECTIONS 2(c)(1), 2(c)(4) AND 2(c)(11) OF THE OPEN MEETINGS ACT.

VI. RECONVENE MEETING

Upon due and proper notice the regular meeting of the Illinois Civil Service Commission was reconvened at 425½ South Fourth Street, Springfield, Illinois.

PRESENT

Chris Kolker, Chairman, George E. Richards, Raymond W. Ewell, Barbara J. Peterson and Betty Bukraba, Commissioners; Daniel Stralka and Andrew Barris of the Commission staff.

VII. NON-MERIT APPOINTMENT REPORT

The Personnel Code permits non-merit appointments for a limited period of time, i.e., emergency appointments shall not exceed 60 days and shall not be renewed, and positions shall not be filled on a temporary or provisional basis for more than six months out of any twelve-month period. Consecutive non-merit appointments are not violative of the Code, however, they do present a possible evasion of merit principles and should be monitored. Set forth below is the number of consecutive non-merit appointments made by each department. These statistics are from the Department of Central Management Services consecutive non-merit report as of April 30, 2005.

| | <u>3/31/05</u> | <u>4/30/05</u> |
|-----------------------------|----------------|----------------|
| Central Management Services | 4 | 5 |
| Children & Family Services | 9 | 10 |
| Comm. & Econ. Opportunity | 4 | 3 |
| Employment Security | 1 | 1 |
| Historical Preservation | 0 | 6 |
| Human Services | 5 | 4 |
| Natural Resources | 1 | 21 |
| Property Tax Appeal Board | 1 | 1 |
| Public Aid | 10 | 10 |
| Public Health | 2 | 2 |
| Revenue | 1 | 1 |
| State Fire Marshal | 0 | 2 |
| State Retirement Systems | 2 | 2 |
| Transportation | <u>12</u> | <u>7</u> |
| Totals | 52 | 75 |

Staff inquired of DNR the reason for its increase. Representatives at DNR explained that the summer season requires an increase in appointments to maintain the parks during the busy season.

VIII. PUBLICLY ANNOUNCED DECISIONS RESULTING FROM APPEAL

• **FINDING OF FACT AND LAW (On Remand)**

DA-21-03

| | | | |
|----------------|--|-------------------------|---|
| Petitioner | Sandra Topps | Appeal Date | 9/24/01 |
| Agency | DCFS | Decision Date | 3/05/04 |
| Type of Appeal | Discharge | ALJ | Leonard Sacks |
| Charge(s) | Inappropriate/Threatening Behavior; Insubordination | Finding of Fact and Law | Charges Partially Proven; Discharge Upheld. |

IT WAS MOVED BY COMMISSIONER RICHARDS, SECONDED BY CHAIRMAN KOLKER AND BY ROLL CALL VOTE THE MOTION ADOPTED 4-0 TO AFFIRM THE ADMINISTRATIVE LAW JUDGE'S DETAILED FINDING OF FACT AND LAW ON REMAND IN SUPPORT OF THE COMMISSION'S MARCH 18, 2004 DECISION THAT THE RESPONDENT SANDRA TOPPS BE DISCHARGED FROM HER POSITION OF CHILD WELFARE SPECIALIST WITH THE DEPARTMENT OF CHILDREN AND FAMILY SERVICES, STATE OF ILLINOIS. COMMISSIONER EWELL ABSTAINED.

ON REMAND, THE COMMISSION WAS ORDERED TO CONSIDER IMPOSITION OF A LESSER PENALTY. AFTER DUE CONSIDERATION, IT WAS MOVED BY COMMISSIONER RICHARDS, SECONDED BY CHAIRMAN KOLKER AND BY ROLL CALL VOTE OF 3-2 THE COMMISSION VOTED TO AFFIRM THE DECISION THAT THE RESPONDENT'S ACTIONS DEMONSTRATED A SIGNIFICANT SHORTCOMING WHICH RENDERS SANDRA TOPPS' CONTINUANCE IN HER POSITION DETRIMENTAL TO THE DISCIPLINE AND EFFICIENCY OF THE SERVICE AND WHICH THE LAW AND SOUND PUBLIC OPINION RECOGNIZE AS GOOD CAUSE FOR HER TO NO LONGER HOLD THE POSITION AS CHILD WELFARE SPECIALIST. COMMISSIONERS PETERSON AND BUKRABA VOTED NO.

VIII. PUBLICLY ANNOUNCED DECISIONS RESULTING FROM APPEAL (continued)

• **DISCHARGE**

DA-24-05

| | | | |
|----------------|--|----------------------|---|
| Respondent | George Ignarski | Appeal Date | 10/29/04 |
| Agency | DHR | Decision Date | 5/9/05 |
| Type of Appeal | Discharge | ALJ | Daniel Stralka |
| Charge(s) | Violation Of Professional Conduct Standards; Conduct Unbecoming; Unsatisfactory Job Performance. | Recommended Decision | Charges Partially Proven; ALJ Recommends Discharge. |

IT WAS MOVED BY COMMISSIONER RICHARDS, SECONDED BY COMMISSIONER PETERSON AND BY ROLL CALL VOTE THE MOTION UNANIMOUSLY ADOPTED TO AFFIRM THE RECOMMENDED DECISION THAT THE CHARGES WERE PARTIALLY PROVEN AND THAT THE PARTIALLY PROVEN CHARGES WARRANT A 90-DAY SUSPENSION IN LIEU OF THE DISCHARGE OF THE RESPONDENT, GEORGE IGNARSKI.

• **LAYOFF**

LA-09-05

| | | | |
|----------------|------------------------------|------------------|--|
| Petitioner | Mary L. West | Appeal Date | 7/12/04 |
| Agency | DOC | Decision Date | 4/26/05 |
| Type of Appeal | Layoff | ALJ | Andrew Barris |
| Charge(s) | Violation of Personnel Rules | Proposed Finding | No Violation of Personnel Rules Occurred as Alleged by the Petitioner. |

IT WAS MOVED BY COMMISSIONER PETERSON, SECONDED BY COMMISSIONER RICHARDS AND BY ROLL CALL VOTE THE MOTION UNANIMOUSLY ADOPTED TO AFFIRM THE ADMINISTRATIVE LAW JUDGE'S PROPOSED FINDING THAT NO VIOLATION OF THE PERSONNEL RULES OCCURRED AS ALLEGED BY THE PETITIONER.

VIII. PUBLICLY ANNOUNCED DECISIONS RESULTING FROM APPEAL (continued)

- **LAYOFF**
LA-19-05

| | | | |
|----------------|------------------------------|------------------|--|
| Petitioner | Scott Schmitz | Appeal Date | 10/21/04 |
| Agency | DNR | Decision Date | 4/26/05 |
| Type of Appeal | Layoff | ALJ | Andrew Barris |
| Charge(s) | Violation of Personnel Rules | Proposed Finding | No Violation of Personnel Rules Occurred as Alleged by the Petitioner. |

IT WAS MOVED BY COMMISSIONER RICHARDS, SECONDED BY COMMISSIONER EWELL AND BY ROLL CALL VOTE THE MOTION UNANIMOUSLY ADOPTED TO AFFIRM THE ADMINISTRATIVE LAW JUDGE'S PROPOSED FINDING THAT NO VIOLATION OF THE PERSONNEL RULES OCCURRED AS ALLEGED BY THE PETITIONER.

IX. APPEALS TERMINATED WITHOUT DECISION

- **DISMISSAL**
DA-59-05

| | | | |
|----------------|--|----------------------|--|
| Respondent | Michael P. O'Donnell | Appeal Date | 3/9/05 |
| Agency | State Fire Marshal | Decision Date | 5/6/05 |
| Type of Appeal | Discharge | ALJ | Daniel Stralka |
| Charge(s) | Misconduct; Drug/Alcohol Use on Job; Misuse of State Vehicle; Non-Compliance With CMS Regulations; Possession/Consumption of Alcohol/Drugs in State Vehicle. | Recommended Decision | Withdrawn - Appeal Dismissed Subject to Commission Approval. |

IT WAS MOVED BY COMMISSIONER RICHARDS, SECONDED BY COMMISSIONER PETERSON AND BY ROLL CALL VOTE THE MOTION UNANIMOUSLY ADOPTED TO REJECT THE RECOMMENDED DECISION AND REMAND IT TO THE ADMINISTRATIVE LAW JUDGE FOR THE PURPOSE OF FURTHER PROCEEDINGS.

IX. APPEALS TERMINATED WITHOUT DECISION (continued)

- **DISMISSAL**

DA-57-05

| | | | |
|----------------|------------------|----------------------|--|
| Respondent | Stephen J. White | Appeal Date | 2/28/05 |
| Agency | DOC | Decision Date | 4/26/05 |
| Type of Appeal | Layoff | ALJ | Daniel Stralka |
| Charge(s) | Absenteeism. | Recommended Decision | Default-Appeal Dismissed Subject to Commission Approval. |

IT WAS MOVED BY COMMISSIONER PETERSON, SECONDED BY COMMISSIONER RICHARDS AND BY ROLL CALL VOTE THE MOTION UNANIMOUSLY ADOPTED TO AFFIRM THE ADMINISTRATIVE LAW JUDGE'S DECISION DISMISSING THE APPEAL OF THE RESPONDENT, STEPHEN J. WHITE.

- **DISMISSAL**

LA-35-05

| | | | |
|----------------|-------------------------------|----------------------|---|
| Petitioner | Nancy Haines | Appeal Date | 12/17/04 |
| Agency | IDFPR | Decision Date | 5/6/05 |
| Type of Appeal | Layoff | ALJ | Andrew Barris |
| Charge(s) | Violation of Personnel Rules. | Recommended Decision | Settlement-Appeal Dismissed Subject to Commission Approval. |

IT WAS MOVED BY COMMISSIONER RICHARDS, SECONDED BY COMMISSIONER PETERSON AND BY ROLL CALL VOTE THE MOTION UNANIMOUSLY ADOPTED TO AFFIRM THE ADMINISTRATIVE LAW JUDGE'S DECISION DISMISSING THE APPEAL OF THE PETITIONER, NANCY HAINES.

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IX. APPEALS TERMINATED WITHOUT DECISION (continued)

• **DISMISSAL**

LA-25-05

| | | | |
|----------------|------------------------------|----------------------|---|
| Petitioner | Timothy D. Sickmeyer | Appeal Date | 10/29/04 |
| Agency | DNR | Decision Date | 5/10/05 |
| Type of Appeal | Layoff | ALJ | Andrew Barris |
| Charge(s) | Violation of Personnel Rules | Recommended Decision | Settlement-Appeal Dismissed Subject to Commission Approval. |

IT WAS MOVED BY COMMISSIONER BUKRABA, SECONDED BY COMMISSIONER RICHARDS AND BY ROLL CALL VOTE THE MOTION UNANIMOUSLY ADOPTED TO AFFIRM THE ADMINISTRATIVE LAW JUDGE'S DECISION DISMISSING THE APPEAL OF THE PETITIONER, TIMOTHY D. SICKMEYER.

X. AMENDMENTS IN CLASS SPECIFICATIONS

A. **The following class title was submitted for establishment by the Director of Central Management Services:**

Current Position Title

Proposed Position Title

Public Service Administrator

Technical Advisor Advanced
Program Specialist (new)¹

Recommendation For Commission Action

Assistant Executive Director Andrew Barris addressed the Commission regarding the Technical Advisor Advanced Program Specialist class. In sum, the class allows the attorneys from several agencies to unionize. Barris stated the staff had concerns regarding the unionization of attorneys and the case law on the subject. Due to the late submission of the request in April, the Commission granted interim approval of the class until the May 18, 2005 meeting. During that time, Barris reviewed the class specification and case law and spoke to representatives at CMS. In light of the fact that the parties did not object to the class specification and the affected attorneys in the class did not appear to be "managerial", Barris recommended approval effective May 1, 2005.

¹ Interim approval was granted effective May 1, 2005 until the May 18, 2005 meeting.

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X. AMENDMENTS IN CLASS SPECIFICATIONS (continued)

IT WAS MOVED BY COMMISSIONER PETERSON SECONDED BY COMMISSIONER RICHARDS AND THE MOTION ADOPTED 4-0 TO APPROVE THE REVISION OF THE CLASS SPECIFICATIONS FOR THE FOLLOWING CLASS TO BE EFFECTIVE MAY 1, 2005. COMMISSIONER EWELL ABSTAINED.

Technical Advisor Advanced Program Specialist

B. **The following class title was submitted for establishment by the Director of Central Management Services:**

Current Position Title

Proposed Position Title

New

Capital Development Board Art-In-Architecture Technician

Recommendation For Commission Action

Assistant Executive Director Andrew Barris addressed the Commission regarding the Capital Development Board Art-In-Architecture Technician class specification. Barris spoke to John Logsdon at CMS regarding the proposed title. Barris was informed that due to the similarities with the Graphic Arts Technician class under the Classification Plan and that no parties objected to the creation of the new class, both CMS and the Public Labor Relations Board determined that the position should be subject to the Personnel Code.

IT WAS MOVED BY CHAIRMAN KOLKER, SECONDED BY COMMISSIONER RICHARDS AND THE MOTION UNANIMOUSLY ADOPTED TO APPROVE THE REVISION OF THE CLASS SPECIFICATIONS FOR THE FOLLOWING CLASS TO BE EFFECTIVE JUNE 1, 2005.

Capital Development Board Art-In-Architecture Technician

IT WAS MOVED BY COMMISSIONER RICHARDS, SECONDED BY CHAIRMAN KOLKER AND THE MOTION UNANIMOUSLY ADOPTED TO DISAPPROVE ANY CLASS SPECIFICATIONS RECEIVED BY THE COMMISSION NOT CONTAINED IN THIS REPORT TO ALLOW ADEQUATE STUDY.

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XI. STAFF REPORT

Executive Director Daniel Stralka and Sandra Guppy made a presentation to the House Appropriations - General Services Committee on May 4, 2005 and responded to several questions by its members.

The Civil Service Commission will now be included in the Constituent Services Guide that the House provides to its members to distribute to their constituents.

The Benefits Choice period expires May 31, 2005.

The FCIAA checklist was certified for the Auditor General.

An all-in-one color copier/fax/scanner/printer has been installed in the Chicago office.

The Civil Service Commission has upgraded its TTY capabilities by enrolling in an on-line service.

Executive Director Daniel Stralka provided the Commissioners with an update as to FY05 spending and potential reserves.

Executive Director Daniel Stralka noted that the Civil Service Commission will be celebrating its 100th anniversary on November 1, 2005.

Assistant Executive Director Andrew Barris updated the Commissioners on our intern search.

XII. ANNOUNCEMENT OF NEXT MEETING

Announcement of the next regular meeting to be held on Thursday, June 16, 2005 at 9:00 a.m. in the Commission's Chicago Office.

XIII. MOTION TO ADJOURN

IT WAS MOVED BY COMMISSIONER PETERSON, SECONDED BY COMMISSIONER RICHARDS AND THE MOTION UNANIMOUSLY ADOPTED TO ADJOURN THE MEETING AT 12:50 P.M.